

**U.S. DEPARTMENT OF JUSTICE
REIMBURSEMENT AGREEMENT BETWEEN AGENCIES**

PARTIES TO THE AGREEMENT:								
Seller (Provider) DUNS General Services Administration			Seller Contract #		Buyer (Customer) DUNS		Buyer Contract #	
Seller Cost Center			Seller RCN		Buyer Number		Buyer RCN SPF	
TAS 47x45341			BETC COLL		TAS 1540129		BETC	
Seller Contact			Phone #		Buyer Contact Nicholas Sterganos		Phone # (b) (6)	
Seller Email			Fax #		Buyer Email Nicholas.Sterganos@usdoj.gov		Fax # (202) 514-0406	
Program Contact Greg Godbout			Phone # (b) (6)		Program Contact		Phone #	
Financial/Billing Contact			Phone #		Financial/Billing Contact LaToy M. Johnson		Phone # (b) (6)	
Seller Name General Services Administration				Buyer Name US DOJ, JMD, BS, Special Projects Fund				
Address 1800 F Street NW				Address (If billing address is different, specify on page 2) 950 Pennsylvania Ave NW, Room 7613				
				RFK Main Building				
City Washington		State DC	Zip 20405	City Washington		State DC	Zip 20530	
DURATION:								
Period of Obligation: 08/1/2014 Through 09/30/2014								
Period of Performance: 08/1/2014 Through 9/30/14								
Provide the following services or goods:								
Brief explanation of work or services to be performed and basis for determining costs:								
<p>Funding is provided to GSA to support DOJ's participation in the Unified Digital FOIA Service. This funding will cover a portion of the cost of the design, development, and integration with existing services and related digital services.</p> <div style="float: right; border: 1px solid black; padding: 5px; width: fit-content;">Estimated Amount \$ 119,185.00</div>								
APPROVALS:								
Funds Certification Name (printed): Robin Funston				Title: Director, Budget Staff				
Funds Certification Name: (b) (6)				Date: 8/5/14				
Contracting Officer's Name (printed)*:				Title:				
Contracting Officer's*:				Date:				
Approved for Seller:				Approved for Buyer:				
Organization: General Services Administration				Orga (b) (6)				
Name (Printed): Robin Short				Name				
Signature (b) (6) 09/30/14				Signa				
Title: Deputy Controller, Federal Acquisition Service				Title:				
Date:				Date:				

* Must be signed by a warranted Contracting Officer if the transaction is for the agency for the purpose of using the servicing agency's existing contracts or for contract in place for a specific requirement.

other government
panel to put a new

BUYER FINANCING:					
Customer ALC (Agency Location Code)	Treasury Account Symbol (Appropriation Symbol)	Purchase Order Number (Cost Center)	JAS Number (TableSeg)	Department Code (Fund)	Obligating Document Number (YRegDoc)
15010004	1540129	0A9000	Budget	A	N18806
Requisition Number (Obl Month (s))	ACRN (Fiscal Year)	ACT (Obl SOC)	ACT (Pay SOC)	Job Number (Project Code)	Accounting Classification Code (Program)
1408	2014	2699	2699	N/A	SPF

Billing Address		
Name JMD Budget Staff		
Address 950 Pennsylvania Ave NW, Room 7613		
City Washington	State DC	Zip 20530
Contact LaToy Johnson	Phone# (b) (6)	
E-Mail Address latoy.m.johnson@usdoj.gov		

Conditions of Agreement

Financing:

The charges for services shall include both direct and indirect costs applicable to the agreement. Advance payments are made on an estimated cost basis. If the estimated advance is different from the actual costs, proper adjustment (refund or additional billing) on the basis of the actual costs incurred shall be made upon completion of the work. (The frequency of billing, such as monthly, quarterly, etc., must be stated in the narrative portion of the form.)

Other Provisions:

**U.S. DEPARTMENT OF JUSTICE
REIMBURSEMENT AGREEMENT BETWEEN AGENCIES**

PARTIES TO THE AGREEMENT:

Seller (Provider) DUNS General Services Administration		Seller Contract #		Buyer (Customer) DUNS		Buyer Contract #	
Seller Cost Center		Seller RCN		Buyer Number		Buyer RCN SPF	
TAS 47x45341		BETC COLL		TAS 1540129		BETC	
Seller Contact		Phone #		Buyer Contact Nicholas Sterganous		Phone # (b) (6)	
Seller Email		Fax #		Buyer Email Nicholas.Sterganous@usdoj.gov		Fax # (202) 514-0406	
Program Contact Greg Godbout		Phone # (202) 815-8505		Program Contact		Phone #	
Financial/Billing Contact		Phone #		Financial/Billing Contact LaToy M. Johnson		Phone # (b) (6)	
Seller Name General Services Administration				Buyer Name US DOJ, JMD, BS, Special Projects Fund			
Address 1800 F Street NW				Address (If billing address is different, specify on page 2) 950 Pennsylvania Ave NW, Room 7613			
				RFK Main Building			
City Washington	State DC	Zip 20405	City Washington	State DC	Zip 20530		

DURATION:

Period of Obligation: 08/01/2014 Through 09/30/2014
Period of Performance: 06/04/2014 Through 09/30/2014

Provide the following services or goods:

Brief explanation of work or services to be performed and basis for determining costs:

Modification to change the period of performance. No change to funding amount.

Estimated Amount \$ 119,185.00

APPROVALS:

Funds Certification Name (printed): Chris Carlisle		Title: Administrative Officer, Budget Staff	
Funds Certification Name: (b) (6)		Date: 9/30/14	
Contracting Officer's Name (printed)*:		Title:	
Contracting Officer's*:		Date:	
Approved for Seller:		Approved for Buyer:	
Organization: General Services Administration		Organization: US DOJ /Budget Staff	
Name (Printed): Robin Short		Name (Printed): Robin Funston	
Signature: (b) (6)		Signature: (b) (6)	
Title: Deputy Controller, Federal Acquisition Service		Title: Director	
Date: 09/30/14		Date: 9/30/14	

* Must be signed by a warranted Contracting Officer if the transaction is for the purpose of a transfer of funds from DOJ to another government agency for the purpose of using the servicing agency's existing contracts or for hiring the servicing agency's procurement personnel to put a new contract in place for a specific requirement.

BUYER FINANCING:

Customer ALC (Agency Location Code)	Treasury Account Symbol (Appropriation Symbol)	Purchase Order Number (Cost Center)	JAS Number (TableSeg)	Department Code (Fund)	Obligating Document Number (YRegDoc)
15010004	1540129	0A9000	Budget	A	N18806
Requisition Number (Obl Month (s))	ACRN (Fiscal Year)	ACT (Obl SOC)	ACT (Pay SOC)	Job Number (Project Code)	Accounting Classification Code (Program)
1407	2014	2699	2699	N/A	SPF

Billing Address		
Name JMD Budget Staff		
Address 950 Pennsylvania Ave NW, Room 7613		
City Washington	State DC	Zip 20530
Contact LaToy Johnson	Phone# (b) (6)	
E-Mail Address latoy.m.johnson@usdoj.gov		

Conditions of Agreement**Financing:**

The charges for services shall include both direct and indirect costs applicable to the agreement. Advance payments are made on an estimated cost basis. If the estimated advance is different from the actual costs, proper adjustment (refund or additional billing) on the basis of the actual costs incurred shall be made upon completion of the work. (The frequency of billing, such as monthly, quarterly, etc., must be stated in the narrative portion of the form.)

Other Provisions:

IAA Number	N18806	- 0000 -	000
GT&C #		Order #	Amendment/Mod #

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
General Terms and Conditions (GT&C) Section

IAA Number N18806 - 0000 - 000
GT&C # Order # Amendment/Mod #

9. Estimated Agreement Amount (The Servicing Agency completes all information for the estimated agreement amount.)
(Optional for Assisted Acquisitions)

Direct Cost _____ Overhead Fees & Charges _____ Total Estimated Amount _____	Provide a general explanation of the Overhead Fees & Charges
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10. STATUTORY AUTHORITY

a. Requesting Agency's Authority (Check One)

Franchise Fund <input type="checkbox"/>	Revolving Fund <input type="checkbox"/>	Working Capital Fund <input type="checkbox"/>	Economy Act (31 U.S.C. 1535/FAR 17.5) <input checked="" type="checkbox"/>	Other Authority <input type="checkbox"/>
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Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

b. Servicing Agency's Authority (Check One)

Franchise Fund <input type="checkbox"/>	Revolving Fund <input type="checkbox"/>	Working Capital Fund <input type="checkbox"/>	Economy Act (31 U.S.C. 1535/FAR 17.5) <input checked="" type="checkbox"/>	Other Authority <input type="checkbox"/>
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Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

11. Requesting Agency's Scope (State and/or list attachments that support Requesting Agency's Scope.)

12. Roles & Responsibilities for the Requesting Agency and Servicing Agency (State and/or list attachments for the roles and responsibilities for the Requesting Agency and the Servicing Agency.)

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
General Terms and Conditions (GT&C) Section

IAA Number N18806 - 0000 - 000
GT&C # Order # Amendment/Mod #

13. Restrictions (Optional) (State and/or attach unique requirements and/or mission specific restrictions specific to this IAA).

14. Assisted Acquisition Small Business Credit Clause (The Servicing Agency will allocate the socio-economic credit to the Requesting Agency for any contract actions it has executed on behalf of the Requesting Agency.)

15. Disputes: Disputes related to this IAA shall be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 10; Intragovernmental Business Rules.

16. Termination (Insert the number of days that this IAA may be terminated by written notice by either the Requesting or Servicing Agency.)

If this agreement is canceled, any implementing contract/order may also be canceled. If the IAA is terminated, the agencies shall agree to the terms of the termination, including costs attributable to each party and the disposition of awarded and pending actions.

If the Servicing Agency incurs costs due to the Requesting Agency's failure to give the requisite notice of its intent to terminate the IAA, the Requesting Agency shall pay any actual costs incurred by the Servicing Agency as a result of the delay in notification, provided such costs are directly attributable to the failure to give notice.

17. Assisted Acquisition Agreements – Requesting Agency's Organizations Authorized To Request Acquisition Assistance for this IAA. (State or attach a list of Requesting Agency's organizations authorized to request acquisition assistance for this IAA.)

18. Assisted Acquisition Agreements – Servicing Agency's Organizations authorized to Provide Acquisition Assistance for this IAA. (State or attach a list of Servicing Agency's organizations authorized to provide acquisition for this IAA.)

19. Requesting Agency Clause(s) (Optional) (State and/or attach any additional Requesting Agency clauses.)

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
General Terms and Conditions (GT&C) Section

IAA Number N18806 - 0000 - 000
GT&C # Order # Amendment/Mod #

20. Servicing Agency Clause(s) (Optional) (State and/or attach any additional Servicing Agency clauses.)

21. Additional Requesting Agency and/or Servicing Agency Attachments (Optional) (State and/or attach any additional Requesting Agency and/or Servicing Agency attachments.)

22. Annual Review of IAA

By signing this agreement, the parties agree to annually review the IAA if the agreement period exceeds one year. Appropriate changes will be made by amendment to the GT&C and/or modification to any affected Order(s).

AGENCY OFFICIAL

The Agency Official is the highest level accepting authority or official as designated by the Requesting Agency and Servicing Agency to sign this agreement. Each Agency Official must ensure that the general terms and conditions are properly defined, including the stated statutory authorities, and, that the scope of work can be fulfilled per the agreement.

The Agreement Period Start Date (Block 5) must be the same as or later than the signature dates.

Actual work for this IAA may NOT begin until an Order has been signed by the appropriate individuals, as stated in the Instructions for Blocks 37 and 38.

23.	Requesting Agency	Servicing Agency
Name	Robin Funston	Kathy Conrad
Title	Director, Budget Staff	Associate Administrator, OCSIT (Acting)
Telephone Number(s)	(b) (6)	
Fax Number		
Email Address	Robin.Funston@usdoj.gov	Kathy.Conrad@gsa.gov
SIGNATURE	(b) (6)	(b) (6)
Approval Date	9/30/14	9/30/14

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
Order Requirements and Funding Information (Order) Section

IAA Number N18806

GT&C # _____

Order # _____

Amendment/Mod # _____

Servicing Agency's Agreement

Tracking Number (Optional) 18F-14-DOJ-01

PRIMARY ORGANIZATION/OFFICE INFORMATION

24.	Requesting Agency	Servicing Agency
Primary Organization/Office Name	Department of Justice/Office of Information Policy	U.S. General Services Administration / OCSIT / 18F
Responsible Organization/Office Address	U.S. Department of Justice Suite 11050	1800 F Street, N.W. Washington, D.C. 20405

ORDER/REQUIREMENTS INFORMATION

25. Order Action (Check One)

☐ New

☒ **Modification (Mod)** – List affected Order blocks being changed and explains the changes being made. For Example: for a performance period mod, state new performance period for this Order in Block 27. **Fill out the Funding Modification Summary by Line (Block 26) if the mod involves adding, deleting or changing Funding for an Order Line.**

New Performance period for this Order in Block 27.

☐ **Cancellation** – Provide a brief explanation for Order cancellation and fill in the Performance Period End Date for the effective cancellation date.

26. Funding Modification Summary by Line	Line # _____	Line # _____	Line # _____	Total of All Other Lines (attach funding details)	Total
Original Line Funding	\$	\$	\$	\$	\$
Cumulative Funding Changes From Prior Mods (addition (+) or reduction (-)]	\$	\$	\$	\$	\$
Funding Change for This Mod	\$	\$	\$	\$	\$
TOTAL Modified Obligation	\$	\$	\$	\$	\$
Total Advance Amount (-)	\$	\$	\$	\$	\$
Net Modified Amount Due	\$	\$	\$	\$	\$

27. Performance Period

Start Date

06-04-2014

End Date

09-30-2014

For a performance period mod, insert the start and end dates that reflect the new performance period.

MM-DD-YYYY

MM-DD-YYYY

IAA Order

IAA Number N18806 - GT&C # - Order # - Amendment/Mod #

Servicing Agency's Agreement
Tracking Number (Optional) 18F-14-DOJ-01

28. Order Line/Funding Information										Line Number _____							
Requesting Agency Funding Information										Servicing Agency Funding Information							
ALC		70-01-1512															
Component	SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB	SP	ATA	AID	BPOA	E POA	A	MAIN	SUB	
TAS Required by 10/1/2014																	
OR Current TAS format		1540129															
BETC																	
Object Class Code (Optional)																	
BPN		137568437															
BPN + 4 (Optional)																	
Additional Accounting Classification/Information (Optional)																	
Requesting Agency Funding Expiration Date 09-30-2014 MM-DD-YYYY										Requesting Agency Funding Cancellation Date MM-DD-YYYY							
Project Number & Title																	
Description of Products and/or Services, including the Bona Fide Need for this Order (State or attach a description of products/services, including the bona fide need for this Order.)																	
North American Industry Classification System (NAICS) Number (Optional) _____																	
Breakdown of Reimbursable Line Costs										OR Breakdown of Assisted Acquisition Line Cost:							
Unit of Measure								Contract Cost		\$							
Quantity	Unit Price	Total						Servicing Fees		\$							
		\$						Total Obligated Cost		\$ 0							
Overhead Fees & Charges		\$						Advance for Line (-)		\$							
Total Line Amount Obligated		\$						Net Total Cost		\$ 0							
Advance Line Amount (-)		\$						Assisted Acquisition Servicing Fees Explanation									
Net Line Amount Due		\$															
Type of Service Requirements																	
<input checked="" type="checkbox"/> Severable Service <input type="checkbox"/> Non-severable Service <input type="checkbox"/> Not Applicable																	

IAA Order

IAA Number N18806

GT&C # _____

Order # _____

Amendment/Mod # _____

Servicing Agency's Agreement

Tracking Number (Optional) 18F-14-DOJ-01

29. Advance Information (Complete Block 29 if the Advance Payment for Products/Services was checked "Yes" on the GT&C.)

Total Advance Amount for the Order \$ _____ [All Order Line advance amounts (Block 28) must sum to this total.]

Revenue Recognition Methodology (according to SFFAS 7) (Identify the Revenue Recognition Methodology that will be used to account for the Requesting Agency's expense and the Servicing Agency's revenue)

- ☐ Straight-line – Provide amount to be accrued \$ _____ and Number of Months _____
- ☐ Accrual Per Work Completed – Identify the accounting posting period:
- ☐ Monthly per work completed & invoiced
- ☐ Other – Explain other regular period (bimonthly, quarterly, etc.) for posting accruals and how the accrual amounts will be communicated if other than billed.

30. Total Net Order Amount: \$ _____

[All Order Line Net Amounts Due for reimbursable agreements and Net Total Costs for Assisted Acquisition Agreements (Block 28) must sum to this total.]

31. Attachments (State or list attachments.)

- ☐ Key project and/or acquisition milestones (Optional except for Assisted Acquisition Agreements)

☒ Other Attachments (Optional)

BILLING & PAYMENT INFORMATION

32. Payment Method (Check One) [Intra-governmental Payment and Collection (IPAC) is the Preferred Method.]

If IPAC is used, the payment method must agree with the IPAC Trading Partner Agreement (TPA).

- ☐ Requesting Agency Initiated IPAC ☒ Servicing Agency Initiated IPAC
- ☐ Credit Card ☐ Other – Explain other payment method and reasoning _____

33. Billing Frequency (Check One)

[An Invoice must be submitted by the Servicing Agency and accepted by the Requesting Agency BEFORE funds are reimbursed (i.e., via IPAC transaction)]

- ☐ Monthly ☒ Quarterly ☐ Other Billing Frequency (include explanation) _____

34. Payment Terms (Check One)

- ☐ 7 days ☒ Other Payment Terms (include explanation): _____

IAA Order

IAA Number N18806

GT&C #

Order #

Amendment/Mod #

Servicing Agency's Agreement

Tracking Number (Optional) 18F-14-DOJ-01

35. Funding Clauses/Instructions (Optional) (State and/or list funding clauses/instructions.)

36. Delivery/Shipping Information for Products (Optional)

Agency Name
Point of Contact (POC) Name & Title
POC Email Address
Delivery Address /Room Number
POC Telephone Number

Special Shipping Information

APPROVALS AND CONTACT INFORMATION

37. PROGRAM OFFICIALS

The Program Officials, as identified by the Requesting Agency and Servicing Agency, must ensure that the scope of work is properly defined and can be fulfilled for this Order. The Program Official may or may not be the Contracting Officer depending on each agency's IAA business process.

	Requesting Agency	Servicing Agency
Name	Chris Carlisle	Kathy Conrad
Title	Administrative Officer, Budget Staff	Associate Administrator, OCSIT (Acting)
Telephone Number	(b) (6)	(b) (6)
Fax Number		
Email Address	chris_r.carlisle@usdoj.gov	(b) (6)
SIGNATURE	(b) (6) 9/30/14	(b) (6) 9/30/14
Date Signed		

38. FUNDING OFFICIALS - The Funds Approving Officials, as identified by the Requesting Agency and Servicing Agency, certify that the funds are accurately cited and can be properly accounted for per the purposes set forth in the Order. The Requesting Agency Funding Official signs to obligate funds. The Servicing Agency Funding Official signs to start the work, and to bill, collect, and properly account for funds from the Requesting Agency, in accordance with the agreement.

	Requesting Agency	Servicing Agency
Name	Robin Funston	Robin Short
Title	Director, Budget Staff	Deputy Controller, Federal Acquisition Service
Telephone Number	(b) (6)	(b) (6)
Fax Number		
Email Address	Robin.Funston@usdoj.gov	robin.short@gsa.gov
SIGNATURE	(b) (6)	(b) (6)
Date Signed	9/30/14	9/30/14

IAA Order

IAA Number N18806

GT&C # _____

Order # _____

Amendment/Mod # _____

Servicing Agency's Agreement

Tracking Number (Optional) 18F-14-DOJ-01

CONTACT INFORMATION

FINANCE OFFICE Points of Contact (POCs)

The finance office points of contact must ensure that the payment (Requesting Agency), billing (Servicing Agency), and advance/accounting information are accurate and timely for this Order.

39.	Requesting Agency (Payment Office)	Servicing Agency (Billing Office)
Name	Robin Funston	Robin Short
Title	Director, Budget Staff	Deputy Controller, Federal Acquisition Service
Office Address		
Telephone Number		(b) (6)
Fax Number		
Email Address		robin.short@gsa.gov
Signature & Date (Optional)		

40. ADDITIONAL Points of Contacts (POCs) (as determined by each Agency)

This may include CONTRACTING Office Points of Contact (POCs).

	Requesting Agency	Servicing Agency
Name		Greg Godbout
Title		Deputy Associate Administrator, 18F
Office Address		1800 F Street, NW Washington, D.C. 20006
Telephone Number		(b) (6)
Fax Number		
Email Address		gregory.godbout@gsa.gov
Signature & Date (Optional)		
Name		
Title		
Office Address		
Telephone Number		
Fax Number		
Email Address		
Signature & Date (Optional)		
Name		
Title		
Office Address		
Telephone Number		
Fax Number		
Email Address		
Signature & Date (Optional)		